

**CITY OF KUNA
REGULAR PLANNING & ZONING COMMISSION**

**MEETING MINUTES
Tuesday, May 14, 2013**

NOTE: *These minutes are an unofficial record of this Planning & Zoning meeting until reviewed, corrected (if deemed appropriate), and formally approved by the Kuna Planning & Zoning Commission at a subsequent Planning & Zoning meeting.*

PZ COMMISSION MEMBER	PRESENT	CITY STAFF PRESENT:	PRESENT
Chairman Lee Young	x	Wendy Howell, Planning Director	x
Vice-Chairman Stephanie Wierschem	x	Troy Behunin, Planner II	x
Commissioner Dana Hennis	x	Travis Jeffers, Planning Technician	x
Commissioner Cathy Gealy	Absent		
Commissioner Mike Bundy	x		

6:00 P.M. –COMMISSION MEETING & PUBLIC HEARING

Call to Order and Roll Call

Chairman Young called the meeting to order at 6:02 p.m.

1. CONSENT AGENDA

A. Meeting Minutes – April 23, 2013

Commissioner Hennis motioned to approve consent agenda; Commissioner Bundy seconds, all aye and motioned carried 4-0.

2. OLD BUSINESS:

A. None

3. PUBLIC HEARING:

- a) **13-01-SUP** Finishing Touch Salon - The applicant is seeking SUP approval for an In-Home Salon use at 380 N. Orchard Avenue in Kuna, and is proposing to provide a variety of hair care services including cuts, colors, perms and extensions. The applicant is proposing to open the store Monday-Friday (10-6 PM).

Planner Technician, Travis Jeffers presented a brief background of the salon and expressed that all procedural requirements by the applicant have been satisfied. Staff has determined that the in-home salon use is consistent with Kuna City Code. The usage proposal also meets the general requirements of the Kuna Comprehensive Plan. The public notice requirements have been appropriately addressed by the applicant and the Planning and Zoning Commission is the final decision making body to either approve or deny the application.

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Planning and Zoning Commission had no further questions for Staff.

Applicant Testimony

Jennifer Schlapia, residing at 380 North Orchard Avenue currently runs her salon at 102 East 2nd Street in Kuna. She has been in business for the past 11 years and now would like to obtain a Special Use Permit (SUP) to relocate the business into her home. The business hours proposed are Monday-Friday, 10-6PM. No weekends hours are included in the approval. The applicant has future plans to add on to her existing home to accommodate the new shop.

Questions:

C/Young asked for clarification of the business hours. Jennifer confirmed that the hours would be Monday-Friday, 10-6PM and she is not seeking approval for weekend days.

C/Young asked if she had a chance to review the staff report. Jennifer answered that she had not yet reviewed the staff report and was actively working with Ada County Highway District (ACHD) to finalize any applicable impact fees associated with the project. The ACHD issues have not yet been resolved according to Senior Planner, Troy Behunin.

C/Bundy inquired as to how the neighborhood meeting went. Did the attendees have any concerns or questions? Jennifer responded that she has received support from the neighbors. The only concerns they had expressed was the possible impact of increased traffic and whether or not she was bringing the entire salon with her. Jennifer explained that she would be downsizing her business during the transition process. She planned on limiting the business to just herself and potentially one employee, if approved by the City of Kuna.

C/Bundy asked Jennifer if she was planning to move the business prior to making the proposed additions to her home. Jennifer responded by saying no. The Board of Cosmetology requires a separate entrance and bathroom before they will give the necessary approval. These changes will need to be completed prior to moving the business.

Commissioner Wierschem motioned to approve 13-01-SUP Finishing Touch Salon; Commissioner Bundy seconds, all aye and motioned carried 4-0.

- b) **13-04-SUP** Falcon Ridge Public Charter School - The applicant is seeking SUP approval to place a new, built-on-site school for grades K thru 8th, situated at 278 S. Ten Mile Road in Kuna. The applicant also requests Design Review Committee approval for a proposed new commercial building (School), landscaping, lighting and parking lot plans.

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C/Wierschem recuses herself from this agenda item because she is an employee at Falcon Ridge Charter School.

P/Behunin approached the podium to address the two land use actions for Falcon Ridge Charter School. The first item is a Special Use Permit (SUP) approval to place a new, site built school for grades K-8. The project is located at 278 South Ten Mile Road in Kuna. The applicant is also requesting Design Review approval including: landscaping, lighting and parking lot plans.

The owner of the school has approximately 7+ acres on the Southeast corner of Avalon Street and Ten Mile Road. The applicant has a separate land use action in front of City Council for a lot split, which would split the lot into 3 parcels. Staff has concluded that all of the procedural items have been met and the noticing requirements have taken place. All applicable government agencies have been notified and the required neighborhood meetings have been satisfied. The applicant has also submitted an application for Design Review. Design Review is required for all new commercial buildings within the City including parking, lighting, landscaping and building design. The SUP component is a requirement for a School in a commercially designated area. Staff does encourage the proposed location of the school. Staff also supports the SUP request by the applicant. The architecture and design of the building is consistent with the Cities priorities and goals. The application is specifically seeking approval for Parcel "A", which is approximately 3.16 acres that includes the new building and parking lot.

The applicant and school had concerns in relation to this project. One of the main concerns is the requirement for curb, gutter and sidewalks. Other concerns included an alternate request for compliance for landscaping due to safety measures for the kids. Staff is supportive of the alternative compliance for landscaping and the Planning and Zoning Commission is asked to provide specific motion for approval or denial of the alternative compliance. The City Engineer, Gordon Law also provided comments of concern to the applicant in his Memorandum. One of the concerns included the lot split and the looping of the 10" line for pressurized irrigation and where to locate it. The applicant must work the City Engineer to resolve site specific conditions that are unique to the property as noted in #11 of the Memorandum. There are some site specific conditions that make this property unique. Kuna Code requires curb and gutter along arterial and collector roads, however because of the unique circumstances surrounding this application and location these will not be a requirement as far as staff is concerned. The requirement for 8' sidewalks is acceptable to the applicant and will be installed along Avalon Street and Ten Mile Road. Five-foot sidewalks currently exist on site and will be added onto. Staff asked for a specific motion to approve the Design Review portion of the application.

Questions for Staff:

C/Young asked if signage for the building is included in the approval. Staff confirmed that signage approval was included in the design review portion and that they are limited to the two signs on the

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building including address and the name of the school. The signs are within the requirements directed by city code.

C/Bundy asked for confirmation that there will be no curb and gutter on the property. Staff affirmed that no curb and gutter is being required due to extenuating circumstances, but that 8' sidewalks will be.

C/Bundy asked what the purpose of the lot split is. Staff said that one of the main reasons for the lot split is separating the different uses and to have separate unique addresses for each parcel.

C/Young asked if the school plans to continue use of the modular buildings. Staff answered, no; after the school is built out the portable buildings will be removed.

C/Hennis asked why we were doing an SUP for the site. Staff explained that because the property is zoned commercial and that the proposal is for new development/construction, it requires an SUP.

Staff concluded that the applicants have worked well collaborating with Planning and Zoning and other staff members throughout this process.

Applicant Testimony:

Matt Adams of The Land Group, located at 462 E. Shore Drive Eagle, ID 83616 put together the SUP, lot split and design review applications. The lot split is a critical element of the project because it creates the necessary separate addresses for emergency response. It also minimizes the irrigation impact fees. The new K-8 building will replace all of the modular buildings and there will be no increase to staff or students during this process. Based on the square footage increase there is an increase in the number of parking spaces required. The applicant expressed that they are in favor of the staff report as presented and will comply with all of the conditions set forth. They also intend to work alongside and comply with the City Engineers requirements set forth in his Memorandum.

Questions:

C/Young asked if the current trash enclosure will be used again for the new building until a new one is constructed in the future. Adams confirmed that the enclosure would remain the same for the time being.

C/Bundy asked if future expansion is planned for the gym to the west. Yes, there are future plans for expansion if funding permits. The design of the building does accommodate plans for a full-size gym. There is also flexibility to expand classrooms to the east of the property. There will also be a small, but improved play area for the students.

C/Young asked about the 20.5' gravel area to the west and whether that was intended for parking as well. Adams explained the gravel area is not intended for parking, but could very well be used in that fashion. The gravel is also intended to be a cost saving measure as funds for the project are limited.

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C/Bundy asked what the plan for storm water is. Adams explained that all storm water will be retained on-site, below ground in sewage beds. All soils testing came back positive and help support this method.

C/Bundy asked if Ada County Highway District (ACHD) is satisfied with the location of the entrance to the school. Adams answered, yes; they are in support. All additional requirements from ACHD are located in their letter within the report and are acceptable to the applicant.

C/Bundy asked if the number of lights in the parking lot is sufficient and if they will match. Adams answered, yes; they will match and will provide ample lighting. The sidewalks may not be completely illuminated from the parking lot lighting alone.

Jim Main of Design West Architects located at 414 S. Sailor in Kuna covered the design elements of the project. The school is funded through the USDA and therefore funds have been limited, which makes certain goals of this project difficult to fully achieve right away.

Some of the alternate "wish list" plans will depend heavily on funding. A full gym completion will be determined on bids received and funds available. Jim went on to discuss building design, materials and overall characteristics for the school. The primary entrance will be on the SW corner of the building and signs showing the name of the school and address will be on the west side of the gym, along Avalon Street. The overall color scheme for the project incorporates earth tones, which is intended to compliment the landscape and to add variety within community. The multi-purpose room will match the roofline of the gym.

Questions:

C/Young asked if there were any skylights on the building. Jim responded by saying no, and that the courtyard design element was intended to bring additional natural light into the classrooms.

C/Young asked if any thought was given to increase the scale of the front entryway. Jim, felt the scale of the entry complimented the scale of the classroom wing.

C/Young asked how big the alternate plan for a full-size gym would be. Jim explained that the current plan includes a 70' long by 50' wide gym/multi-purpose room. If funding is available, the full-size gym would extend to roughly 100' long.

C/Young expressed concern that the south elevation could reach 200' long with little change in elevation or design characteristics. Also, that trees and landscaping were being minimized. Jim explained that due to the expense of changing elevations and rooflines that the project may exceed the tight budget constraints. Some alternative solutions could be varying color schemes and pop-out design features along the side of the building.

C/Young asked how long the eave overhangs were going to be. Jim said that the eaves would overhang both 2' and 18". C/Young reminded Jim that the City requires 3' eaves.

C/Hennis asked if skylights would help with energy efficiency. Jim believed that it could help, but they

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have taken other measures to save on energy cost.

C/Bundy asked how many employees work at the school. The school has 33 full-time employees and not all employees are present at the same time. The plan will include ample parking for staff.

C/Bundy asked what other outside lighting would the building have besides parking lights. Jim explained that the building would have soffit lights along the eaves and wall packs.

Commissioner Bundy motions to approve Special Use Permit 13-04-SUP for Falcon Ridge Charter School given the discussed conditions and those included in the staff report; Commissioner Hennis seconds, all aye and motion carried 4-0.

Commissioner Bundy motions to approve Design Review 13-01-DR for Falcon Ridge Charter School including the suggestions and conditions made and those included in the staff report; Commissioner Hennis seconds, all aye and motion carried 4-0.

Public Testimony closed at 6:55PM

3. DEPARTMENT REPORTS

Planning Director Wendy Howell:

- Updated the Commission on current building permit activity thus far in 2013
- **Coming Up:**
 - Boise Tactical Special Use Permit (SUP)
 - Silvertrail- Design Review, Preliminary Plat, and Special Use Permit (SUP)

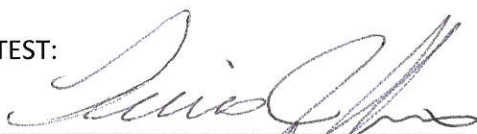
4. CHAIRMAN / COMMISSIONER DISCUSSION

No further discussion.

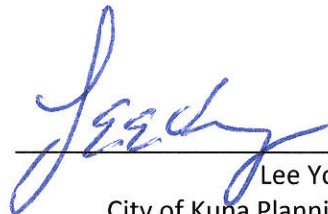
5. ADJOURNMENT

Commissioner Hennis motions to adjourn at 7:25 PM; Commissioner Bundy seconds, all aye and motion carried 4-0.

ATTEST:



Travis Jeffers, Planning Technician
City of Kuna Planning Department



Lee Young, Chairman
City of Kuna Planning Commission